

These are the minutes of the Regular Session of the City of Adams, WI held on September 17, 2012 in the City Municipal Building.

Meeting was called to order by Mayor Baumgartner. On roll call were Alderpersons Jensen, Kierstyn, Manthey, Marti, Scott, Suhr, Administrator Ellisor and Chief Hanson.

The Pledge of Allegiance was recited.

Motion by Jensen, second by Suhr to approve the minutes of the September 4, 2012 meeting as printed. Roll call vote, all voted aye.

Petitions and Communications: Alderperson Kierstyn stated that he had contacted the owner of the Class B Liquor License that was not being utilized. He had also contacted the two businesses that had shown interest and left both the contact information. The owner will be in contact with the Clerk and then it will come to Council for approval. He would like the ordinance amended for lapsed licenses and will present it to the Policy Committee and there is a process to obtain additional licenses.

Report of Standing Committees:

Public Safety Committee:

In Petitions and Communications, there was a discussion held regarding a complaint on Linden Street. These issues will be dealt with case by case.

Recommendations were made to purchase and send the quoted cost of Spillman Technology for use as a records/dispatch system in the PD allowing connection to the Sheriff's Office to the Finance Committee for adjustment to the Capital Outlay Fund for the PD.

Recommendations were made to approve the Hiring of Part Time Police Officers.

Recommendations were made to donate the Police Departments old radios to the Amateur Radio Club pending Council Approval.

Motions were made to Approve the Building Inspector's Report.

Motions were made to Approve the Police Report.

Public Works Committee:

During Petitions and Communications it was noted that there are rocks along the alley of the Hintz property.

Public Works Department Activity: Mead reported that the radio communication system has been upgraded and is compliant with FCC frequency codes. The Department has been working on street crack repair and will be researching advantages of chip sealing some streets.

Discussion Relating to Capital Projects – Alley Paving and Holtz St. Holtz Street is now complete. The first portion of the alley project has also been completed. DL Gasser provided an estimate of \$28,000 for paving of four (4) additional alleys. Administrator Ellisor projected that the additional alley paving can be included within the original budget.

Discussion Relating to Waste Water Treatment Agreement with Timber Shores/Castle at the Bay Association (Northern Bay): Administrator Ellisor gave a brief history on the sewer treatment agreement with Castle at the Bay, LLC. (formerly Northern Bay) and advised that the current service agreement as well as the intergovernmental agreement with Strongs Prairie will need updating. The Finance Committee will also be advised of the service agreement terms and updates needed.

Discussion Relating to South Business Park – EDA Project: Delays have altered the anticipated paving date for the South Business Park project. Paving is expected to be completed by mid-October.

Discussion/Recommendation Relating to Alley Maintenance (South Vincennes St.): The unimproved alley (southeast of the City Garage) has been used by a nearby tenant. The alley has never been officially opened to vehicle use and not suited for this purpose. Motions were made to maintain the alley for public utility access only. Recommendations were made to advertise for sealed bid sale of two dump/plow trucks with minimum bids of \$3,000 each.

Fire District:

Prior to tonight's meeting, the Annual Meeting was held. The 2013 proposed budget was approved.

Chief's Report:

There were 15 calls which included four false alarms since the last meeting.

Budget line number two, gas and fuel, is in the red.

A discussion was held regarding the leaks in the fire station roof and there are other areas of repair such as the hose house and electrical issues.

Recommendations were made to purchase the 6' by 6" government surplus truck from the Landfill for \$3200.00.

Report of City Officers:

Mayor Baumgartner: Reported that a Thank You to Chief Hanson and the Officers was received from Sue Anderson. The 400 train float was taken to Wo-Zha-Wa day's parade and has made its way around to other communities. Last week she, Administrator Ellisor and Alderperson Kierstyn attended the Adams County Rural Economic Development meeting and it was productive.

Administrator Ellisor: Reported The Revitalization meeting is tomorrow and everybody is invited to attend. He commended Alderperson Kierstyn on his efforts in helping a business obtain a liquor license. The finance committee will be looking at the wastewater contract for Castle on the Bay (Northern Bay). Tara Bast from Johnson Block is here to give the City's 2011 audit report.

Chief Hanson: Reported November is Domestic Awareness month and he provided information on the Adams County CCRT. The CCRT meets concerning domestic violence and sexual assault. He invited Council members to attend October 11 at 10:00 a.m. at the Courthouse, November 2 at 10:00 a.m. at the Community Center and November 29 at 10:00 a.m. at the Courthouse. October 29 from 10:00 a.m. to 2:00 p.m. will be drug Take Back and Friday at 1:00 p.m. is the homecoming parade. He also distributed a list of all obsolete radios and miscellaneous items that would be donated to the Amateur Radio Club if approved.

New and Unfinished Business:

Tara Bast, Supervisor on the audit has been with Johnson Block and Company, Inc. for six years. She distributed the City's 2011 Audit Report and an overview report.

She stated that field work started in May and they issued their report in July. She reviewed the report with the Council. She reviewed the General Fund, Special Revenue Funds, Capital Project Funds, Utility Funds and the Dept Service Fund, in comparison to 2010. Other comments are included in their Manager Letter. Over the last couple years they have mentioned a utility rate increase. GASB 54 has been implemented in the finance statement, which were three main categories and now five categories. The City is at 69% total fund balance as the City receives a lot from state shared revenues which the most is not received until November. She reviewed the utility and the decrease in cash received, she stated in November there was approximately \$34,000 in unrestricted. She stated the last increase was in 2002 and attached Water Bill Rate Comparisons from the PSC. The City is at average in comparison to other utilities around the area. She discussed the actual 5 years (2007-2011) General Fund and Dept Service Expenditures and the Revenues. She reviewed the G.O. Dept vs. Capacity for the past 5 years. She reviewed the graphs on actual property taxes levied in the past 3 years.

Motion by Marti, second by Manthey to donate the old radios from the list provided to the Amateur Radio Club. Roll call vote, all voted aye.

Motion by Manthey, second by Jensen to publish the sale of two – 2 yard dump trucks by sealed bid with the minimum bid of \$3,000. Roll call vote, all voted aye.

Motion by Manthey, second by Suhr to set Trick-or-Treat hours for Sunday, October 28, 2012 from 2:00 p.m. to 5:00 p.m. Roll call vote, all voted aye.

Motion by Marti, second by Suhr to Approve Payment of Bills. Roll call vote, all voted aye.

Motion by Jensen, second by Marti to Adjourn. Roll call vote, all voted aye.

Respectfully Submitted,

Janet L. Winters, CMTW, CMC, WCMC
Clerk/Treasurer